

S&MA Mission Services Task Directive

Control No. 0035A	ORG NO.: QS40	PROJECT CODE: HEDS IA	Contract No. NAS8-00179
Originator's Signature: <i>Angelia Walker/QS40</i> <i>Rondal C. Mize</i>		Date: <i>07-08-02</i>	Originator's Priority: High
Department Manager's Signature: <i>Angelia Walker/QS40</i> <i>Rondal C. Mize</i>		Date: <i>07-08-02</i>	
COTR's Approval: Terry Hamm/QS01 <i>Terry Hamm</i>		Date: <i>8-19-02</i>	

Subject: Independent Assurance for Human Exploration and Development of Space Enterprise

Task Description: HEDS Independent Assurance (PWS Section 9.0)

This Revision A to Technical Directive No. 35 is to add the Space Launch Initiative (SLI) program to the current IA base contract task.

Perform independent assurance tasks in support of the Safety, Reliability, and Quality Assurance Policy, Assessment and Integration Department (QS40). Tasking will be provided by the QS40. Assessments supporting MSFC projects and programs may be requested by the JSC HEDS IA Office but will be approved by QS40. IA tasks will include, but are not limited to the following:

- a. Track project/program operations and make recommendations of potential IA topics to QS40.
- b. Develop and maintain IA assessment plans.
- c. Perform assessments in accordance with approved assessment plans. Coordinate with appropriate IA team members, other organizations conducting related assessments, and program/project offices while researching issues. Report significant issues or concerns developed by the assessment immediately to managers/team members and appropriate Program/Project personnel.
- d. Develop analyses, observations, and recommendations. This will include incorporation of any program/project responses to the IA observations.
- e. Brief observations to the QS40 and appropriate program/project and S&MA personnel.
- f. Coordinate on closure of report observations and any assigned actions.
- g. Investigate and evaluate issues and problems.
- h. Provide status of tasks to HEDS IA as directed by QS40.

Performance of the above stated tasks will be distinct and separate from other tasks on this contract and will be directed solely by the QS40 Manager. All tasks will be in accordance with the Level 2 MSFC Technical Program Plan 323-94 (current revision).

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Deliverables:

1. MSFC HEDS IA Team Operating Plan
2. Observations and recommendations in approved assessment reports and briefings
3. Prepare periodic activity reports

Schedules/Duration:

- 1) Support schedules as defined by QS40
- 2) Task duration is as determined by QS40

Report Progress To: QS-40

Frequency of Report:

Bi-weekly